

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Meeting of the Parish Council held in the Pavilion, Woollards Lane on Wednesday 19<sup>th</sup> July 2017 at 1930hrs

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1. Present: Councillors Mike Nettleton (Chair), Malcolm Watson, Peter Fane, Barrie Ashurst, David Coggins, Richard Davies, Helen Harwood, Carrie Hillard, Charlie Nightingale (District Councillor), and Parish Clerk: Mike Winter

Eleanor McCrone representing Playscape Group

County Councillors in attendance: Roger Hickford and Kevin Cuffley

One members of the public.

Apologies Received: Councillors Bridget Hodge (Vice Chair), Stefan Harris-Wright, Angela Milson, Simon Talbott and Ben Shelton (District Councillor),

2. There was one declarations of interest received.

- Charlie Nightingale, Tim Nightingale cash payment on payment schedule

3. **The meeting was then adjourned for up to 10 minutes when members of the public were able to ask questions of the Council and put forward points of view in respect of the business on the agenda.**

Discussion with Briony Davies, Senior Transformation Advisor, Cambridge County Council on the Beech Woods Nature Reserve.

- Briony explained the CCC had no plans for the area but wished to gather information on all similar areas as to their use and any improvements or benefits to the local community.

Councillor's reply

- Well used area by children and elderly residents
- Majority of dog walkers
- Access difficult as no walking route from the village
- Layby for transport also very difficult and small
- Bicycle rack covered / hidden by weeds
- Publicity for area poor to non-existent
- Parish Council not involved in the area management or promotion

Briony thanked the Parish Council for their input and departed the meeting

Members of the Public

Questions & Answers

- Resident requested update on when revised Parking Line marking would be started on Church Street
  - After some disagreement between a Councillor and a County Councillor as to who should respond the Chair of Highways Committee replied that the proposals previously circulated to residents were still valid and Church Street would receive the double yellow lines, be included in the 20 mph zone and flashing school indicators installed. The resultant improvement of these schemes would be reviewed next year and further measures taken if not successful in achieving any improvement.

**With no further issues raised by the public attending, the meeting was reconvened at this point for the Parish Council Agenda**

4. Corrected Minutes of the Parish Council meeting of 17<sup>th</sup> May 2017 were confirmed as being an accurate record and were signed by the Chair. No further matters were arising.
5. Minutes of the Parish Council meeting of 21<sup>st</sup> June 2017 were adjourned for later circulation as the Clerk had been unable to complete prior to the meeting.

6. Matters arising from the meeting of 21<sup>st</sup> June 2017 were also adjourned to the next meeting.
7. Receive reports of Elected and Nominative Representatives
- a) District Councillor, Charlie Nightingale verbally reported
- The land / maintenance of the overgrown hedge at corner of Granhams Road was now taken over / confirmed as the responsibility of Cambridge County Council and was to be imminently trimmed back.
- Chair requested that either of the two District Councillors provide a report to the Clerk for circulation in advance of future meetings. .
- b) County Councillor Roger Hickford, July report circulated, main topics
- Recent correspondence from GSPC Chair to our new County Councillors seeking assistance to progress long overdue improvements for the village was not received in the manner it was intended; and whilst disagreeing with the way in which the said request was interpreted, GSPC resolved to try and work closer with our new County Councillors to improve future understandings.
  - Progress on the process for the general Highways improvements in the Village was reviewed with consultation replies soon to be evaluated. Liaison between Parish and County Council officers considered critical on all consultation replies and evaluations.
  - Three A1037/LLF workshops took place since last report.
  - Combined Authority and the Mayor are now up and running
  - Changes to the City 7 route now meant that central Cambridge speed of access would be improved but no public transport to Waitrose was provided from Great Shelford.  
Request for a Waitrose shuttle bus was proposed by Parish Councillors
- County Councillors then departed from the meeting to attend the Stapleford Parish Council meeting
8. Standing Committees and Officers Reports
- a. Highways Committee
- July report and minutes of 4<sup>th</sup> July meeting circulated, main topics
- LHI 2017, CCC preparing scheme for two flashing school lights at an agreed location.
  - LHI 2016, pedestrian crossing delayed until September 2017, Pro372 consultation now closed but certain elements may have to be re advertised,
  - A second Speed Indicator Device has been funded by the Parish Council and Councillor Stefan Harris-Wright is investigating suitable new sites for the equipment.
  - Request for the A1301 improvement to be included in the A1307 review
  - CCC have been approached to look into the possibility of Bus Stop real time information displays at additional village bus stops
- b. Planning Committee
- Minutes of 30<sup>th</sup> June circulated. No additional information
- c. Recreation Ground Committee
- Clerk verbally reported, main topics
- 2017 Feast operated successfully from its new location
  - Riverbank river access improved
  - Logs for Playscape / Copse project require permanent location as becoming a late eve playthings
- d. Cemetery and Allotments Committee
- July report circulated, main topics
- Overall condition of Cemetery very good
  - Cemetery headstone arrangements to be handled exclusively by the Clerk
  - Allotment mowing and strimming of pathways to be arranged with village man
  - Allotment beginners classes to be initiated if required
  - The two allotments available to be offered to next two on the waiting list
  - Next Committee meeting provisionally set for Monday 14<sup>th</sup> August 2017 at 1830hrs
- e. Finance and General Purposes Committee
- Next meeting 16<sup>th</sup> August, administrative objective reviewed  
Village walk round by Councillors proposed prior to meeting. Councillor Peter Fane to arrange

- f. Neighbourhood Plan Joint Committee  
Councillor Peter Fane verbally reported
- Next meeting Thursday 20<sup>th</sup> July
  - Housing needs survey completed and a presentation to the two Parish Councils is to be arranged
- g. Playscape Liaison Officer  
Eleanor McCrone on behalf of the Playscape Group verbally reported
- Fun run sponsors and entries were progress well
  - Copse vandalism was unwelcomed and disturbing. SSYI had agreed to assist on interaction with suspected offenders.
- h. Police Liaison Officer  
The Chair had received an immediate response from CI Southerland to his e-mail that progressed or resolved nothing but was awaiting a reply from the addressee, Police Commissioner prior to any further comment or response.
- i. Social Media  
Assistant Clerk verbally reported, main topics
- New e-mail address for Assistant Clerk as [asstparishclerkgreatshelford@gmail.com](mailto:asstparishclerkgreatshelford@gmail.com)
  - Village mailing list now active for Parish Council documents and news
  - Website being updated, information pages adjusted and backlog being addressed
- j. Community Association  
No new updates  
Clerk verbally reported the drains in car park at front of Memorial Hall had flooded, requiring contractor clear out. 500kg of blockage debris was removed. Contractor Gully sucker cost was £500 per day.
- k. Parochial Charities & Schools  
No new updates
- l. Twinning Association  
No new updates
- m. Library  
No new updates
- n. Local Liaison Forum, City Deal  
Now retitled as Greater Cambridge Partnership  
Results on A1307 workshops suspended to September 2017
- o. Pavilion Manager  
Clerk verbally reported, main topics
- Glass doors to meeting room require door manifestation dots for safety
  - Two long term pavilion bookings agreed with Hartbeeps, Wednesday mornings from 0900 to 1400hrs and Equilibrium (Yoga), Thursday eve 1830 to 2030hrs
- p. Christmas 2017 planning  
No new updates
- q. Feast Liaison  
Meeting to review 2017 arrangements with Feast Committee to be arranged asap.
9. S106 indemnity for S/0291/15/FL was reviewed, signed and witnessed for the Clerk to proceed with the claim.
10. Agenda item brought forward to start of meeting to allow new Assistant Clerk to participate in the meeting  
Approve Chairman's action to appoint the Assistant Parish Clerk for an initial fixed six month period.  
Proposed; Councillor Helen Harwood  
Seconded; Councillor Malcolm Watson  
Vote; Unanimous
11. Review updates and give planning application approval on the revised Master Plan for the Recreation Ground  
Clerk assisted by Eleanor McCrone updated the meeting on various changes to the Master Plan. Delegated authority on detail of final version given to Rec & Pavilion Committee, with full approval to proceed directly after Rec & Pavilion Committee meeting.

12. Consider the process necessary and implications for the Compulsory Purchase of Grange Field land  
Chair was in contact and setting up a meeting with Kathryn Hawkes of SCDC to agree process and would report further after the meeting.
13. Review and Approve Financial monthly accounts for payment and Note receipts  
Clerk's schedule reviewed at meeting of Payments and Receipts for Month of July in Financial Year 2017 / 2018  
This was accepted with 13 cheques valued at £11,562 - 37p for payment.
14. Review new external Correspondence  
None
15. Consider matters for future agenda consideration
- Defibrillator received for public place, final location to be reviewed by Councillor Angela Milson and Clerk for installation?
  - Previous McColl's Store, now empty site of concern to Parish Council?
13. With all Agenda items covered the Chair closed the meeting at 2140hrs.  
Reminders
- Next Parish Council Meeting (F&GP Only), Wednesday 16<sup>th</sup> August 2017, 1930hrs at the Pavilion

***Note. All the above is the official minutes of the Parish Council meeting on 19<sup>th</sup> July 2017 that have been reviewed by Parish Council with full adoption awaited at the next Parish Council meeting***

Signed  
Chair  
Great Shelford Parish Council

Date